

Virtual Meeting

Microsoft Teams Only

Use calendar link or Call in: (724) 761-2341

Passcode: 890 172 313#

**AGENDA**

- 1) Welcome -- *Chair Bobbie Jones*
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT** -- *Carrie*
- 3) Roll Call / Visitor Recognition – *Carrie*
- 4) **Public Comments** – *Chair Bobbie Jones*
  
- 5) **Approval of Consent Agenda -- Chair Bobbie Jones**  
*\*Board Staff Will Give Brief Summary Of Each Item Prior To Full Vote\**
  - a) Approval of Meeting Minutes: March 10, 2023
  - b) Accept Revised Apprenticeship Policy
  - c) Accept Revised On-the-Job (OJT) Policy
  - d) Accept Revised Supportive Services Policy
  - e) Accept the Continuous Improvement Plan for PY23
  - f) Any items to sever for discussion -or- motion to accept as a whole**
  - g) Vote on accepting the Consent Agenda**
  
- 6) *No Previous Action Items – Chair Bobbie Jones*
  
- 7) Updates From The Chair— *Chair Bobbie Jones*
  - a) Resignation of Randy Callen from the Board  
-Small Business, Clarion County
  - b) Two seats up for expiration June 30, 2023  
-Jim Decker  
-Brad Tisdale
  - c) State Recertification of Board Through 2025  
-NW170 WDB Recertification Through 2025
  
- 8) Fiscal Items, Diona Brick
  - a. **Fiscal Report (Vote)**
  - b. Budget Discussion
    - **Approve of PY 23/24 budget**
    - **Approval for Venango County to contract with Equus for Title I services for PY23 as budgeted including a not to exceed 8% profit**
    - **Approval for Venango County to contract with Equus for Operator services for PY 23 as budgeted including a not to exceed 8% profit**
    - **Approval for Venango County to contract with St. Benedict Education Center for PY23**
  - c) Other Items of Note
    - CAP Acceptance Letter Note
    - Northgate Commons Notification
    - Any other items

9) Statement of Work Summaries PY22 Q3, Carrie

- a. Operator
- b. Title I

10) Statement of Work for PY23 Contracts, *Lisa M* Vote

- a) Title I PY23  
Redline Version of Title I PY23 SOW
- b) Operator PY23 SOW  
Redline Version of Operator SOW

11) Approval for SOW Committee to Do The Following (Sever as Needed), *Lisa M* Vote

- a) Determine Compliance With Title I Execution on the PY22 SOW
- b) Determine Compliance With Operator Execution on the PY22 SOW
- c) Finalize and Allow the PY22 Title I Contract Profit Payout

12) EO Items -- *Carrie*

- a) Accept the OEO Provisional Compliance Notice
- b) Accept Babel Notice

13) Monitoring Items –*Carrie and Susan*

- a) Accept Title I Participant File Monitoring Report
- b) Accept Revised Title I Participant File Monitoring Tools
- c) Accept Revised Oversight/Monitoring Schedule
- d) Accept Title I Risk Assessment Evaluation
- e) Accept Monitoring tool for ITAs and Gains and Credentials 2023

14) Satisfaction Survey Results for Q1 & Q2, Carrie

- a) Participant
- b) Businesses

15) Title II Grant Applications Alignment With Local Policy, Susan

16) Regional and Local Plan Modification Feedback received and 30-day public comment period, Susan

17) Workforce Discussion Items, *Lisa M*

-High Priority Occupation List (HPO) PY23 List, *Carrie Symes*

18) Meeting Reminders, Lisa M

- Board Meeting Schedule for PY23
  - COMMITTEE MEETING DATE CHANGES
  - June 30, 2023 there will be an Executive Committee meeting that isn't on your calendars yet
  - Teams
- Accept the Board Meeting Schedule for PY23

19) Other Business

- a. Board Staff Report Highlights, *Lisa Miller*
  - SOFI Time of Year
  - Introduce New PFP Staff
    - Admin Assistant/Board Coordinator: Nancy Wisgirda
  - Still Hiring For
    - Information and Communication Specialist

- Program Specialist: Update
- Additional items of interest
- b. Other Items As Needed

20) Executive Session: As Needed

21) Adjourn *Next Board Meeting: Friday, May 12, 2023*

**ITEMS IN BOLD REQUIRE A VOTE**

Resources: •Acronym List • Conflict of Interest Info • Abstention/Conflict of Interest Form •ETPL •HPO  
•Attendance •NWPA Job Connect Staff Report •Operator •Rapid Response •Title I  
•Most Recent Common Measures Performance Report •PY22 IFA •WDA Profile  
•Committee Reports •Committee Membership List •Board Membership List  
•PA CareerLink® Services For Businesses